



STATE OF MICHIGAN

JENNIFER M. GRANHOLM  
GOVERNOR

EMERGENCY TELEPHONE SERVICE COMMITTEE  
EAST LANSING

SHERIFF DALE GRIBLER  
CHAIR

**ETSC MEETING**  
**State Capitol Building**  
**Room 426**

**December 13, 2005**  
**10 a.m.**

**MEETING MINUTES**

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
Sheriff Dale Gribler, Chair	Michigan Sheriffs' Association
Mr. John Bawol	Assn. of Public Safety Comm. Officials
Ms. Jeannine Benedict	Dept. of Labor and Economic Growth
Mr. Steve Berenbaum	Telecommunications Association of Michigan
Mr. Dale Berry	Michigan Association of Ambulance Services
Mr. John Buczek	Fraternal Order of Police
Mr. William Charon, Vice Chair	Michigan Communications Directors Assoc.
Mr. Hugh Crawford	Michigan Association of Counties
Mr. Lloyd Fayling	Public Member, Senate Appointee
Ms. Suzan Hensel	National Emergency Number Association
Chief Kay Hoffman	Michigan Association of Chiefs of Police
Undersheriff Jim Hull	Deputy Sheriff's Association
Mr. John Hunt	Public Member, Governor's Appointee
Mr. Dan Kearney	Michigan Public Service Commission
Lt. Col. Thomas Miller	Department of State Police
Tpr. Michael Moorman	Michigan State Police Troopers Association
Mr. Charles Nystrom	Public Member, House Appointee
Mr. Robert Struck ( Mr. James Loeper, Alternate)	UP Emergency Medical Services Corporation
Chief Paul Trinka	Michigan Association of Fire Chiefs
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Mr. Paul Hufnagel	Michigan Professional Firefighters Association
Mr. Scott Temple	Commercial Mobile Radio Service
<b>STAFF SUPPORT</b>	<b>REPRESENTING</b>
Ms. Harriet Miller-Brown	Department of State Police
Ms. Janet Hengesbach	Department of State Police

**ROLL CALL**

The Emergency Telephone Service Committee (ETSC) meeting was called to order by Sheriff Dale Gribler at 10:10 a.m. Roll call was taken and a quorum was present for the meeting.

Tpr. Mike Moorman requested that under "New Business", a proposal is introduced to amend the bylaws.

Association of Public Safety Communications Officials • Commercial Mobile Radio Service • Department of Labor and Economic Growth •  
Department of State Police • Deputy Sheriff's Association • Fraternal Order of Police • Michigan Association of Ambulance Services •  
Michigan Association of Chiefs of Police • Michigan Association of Counties • Michigan Communications Directors Association • Michigan Association of Fire Chiefs •  
Michigan Professional Firefighters Union • Michigan Public Service Commission • Michigan Sheriffs' Association • Michigan State Police Troopers Association •  
National Emergency Number Association • Telecommunications Association of Michigan • Upper Peninsula Emergency Medical Services •  
Members of the general public appointed by the Governor, Speaker of the House, and Majority Leader of the Senate

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Sheriff Gribler asked that a moment of silence be observed for Ms. Stacy Sprouse. She was an Eaton County dispatcher who was killed on her way to work in November 2005.

#### APPROVAL OF MINUTES

A **MOTION** was made by Tpr. Moorman to approve the minutes of the September 19, 2005 ETSC meeting. Supported by Mr. Jim Hull, the **MOTION** carried.

#### CORRESPONDENCE

None

#### OLD BUSINESS

##### A. Tracfone Update

Ms. Harriet Miller-Brown gave the committee a brief history and update of Tracfone. The Attorney General's office advised Ms. Miller-Brown that the ETSC nor Treasury have no authority to refund monies originally submitted to the state of Michigan for cost recovery to Tracfone. Tracfone representatives have been directed to pursue other appropriate avenues for reimbursement.

#### NEW BUSINESS

Sheriff Gribler reminded the committee that a group photo will be taken in the Governor's Ceremonial Office following today's meeting.

##### A. Election of Officers (Chair/Vice Chair)

Mr. Charles Nystrom made a **MOTION** that Sheriff Gribler is nominated as Chair of the ETSC, Tpr Moorman supported. The **MOTION** carried.

Mr. John Bawol made a **MOTION** that Mr. William Charon is nominated as Vice Chair of the ETSC, Tpr. Moorman supported. The **MOTION** carried.

##### B. Verizon/SBC/Invoices

Invoices from SBC and Verizon totaling \$392,620.38 were submitted to the State 9-1-1 Administrative office from the Michigan Public Service Commission for approval from the ETSC. Lt. Colonel Thomas Miller made a **MOTION** to approve the invoices from SBC and Verizon, Chief Kay Hoffman supported. The **MOTION** carried.

##### C. Amendment to the By-laws

Tpr. Moorman presented a proposal to amend by-laws of the ETSC. He is requesting that Section 2 of the ETSC by-laws be amended to allow the term of ETSC Chairperson and Vice Chairperson to be a term of two (2) years. Following discussion with the members, Mr. James Fyvie noted that in the statute 484.1713 (s) (3), "chairperson of the committee shall serve for a term of one (1) year." Tpr. Moorman withdrew his proposal. Sheriff Gribler suggested that this item be addressed at a future Legislative Action Subcommittee meeting.

#### CMRS SUBCOMMITTEE REPORT

##### A. Review of Invoices

Lt. Col. Thomas Miller reviewed the recent invoices with the committee. Support staff had previously removed all information identifying the CMRS suppliers from the documents. Contact was made by support staff with the Department of Treasury representatives to confirm the CMRS suppliers are registered with the State of Michigan and that funding has been contributed under the Federal Identification numbers provided by the suppliers.

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A **MOTION** was made by Lt. Colonel Miller to approve invoices 05-0047, 05-0048, 05-0049, 05-0053, 05-0054, 05-0055, 05-0059, 05-0060, 05-0061 in the amount of \$272,321.74.

A **MOTION** was made by Lt. Colonel Miller to approve invoices 05-0051b and 05-0052 in the amount of \$105,569.60. The supplier did not have funds available for the initial invoice of 05-0051. The supplier was notified of the shortage of funds available and resubmitted invoice 05-0051b for the amount available.

A **MOTION** was made by Lt. Colonel Miller to approve invoice 05-0050 in the amount of \$627,752.73.

A **MOTION** was made by Lt. Colonel Miller to approve invoices 05-0056, 05-0057 and 05-0058 in the amount of \$263,481.58.

The above **MOTIONS** were supported by Chief Hoffman, the motions carried.

The above invoices totaled \$1,269,125.65. Ms. Suzan Hensel questioned the charge for SALI from one of the providers. Following discussion, Ms. Miller-Brown will research this and report back to the ETSC members.

#### LEGISLATIVE ACTION SUBCOMMITTEE REPORT

Lt. Colonel Miller updated the committee on the activities of the LAS including the recent recommendation to use the remaining CMRS monies for a feasibility study and initial payment for a dedicated IP-Based 9-1-1 network and the continued payment of the landline network cost to deliver wireless 9-1-1 (through the MPSC approval process). Currently projected there will be an estimated 10-12 million remaining in fund at the end of 2005. A projection of 1.6 million will be needed to reimburse for the 2006 invoices through the MPSC. The committee needs to decide on a strategy and move quickly.

The LAS has been working on the Prepaid and Sunset extension. The draft has been composed to be a two-section piece rather than a full opening of the statute. Otherwise the entire statute may have to be opened and could take more time to pass. Ms. Miller-Brown and Lt. Colonel Miller recently met with Representative Mike Nofs. Representative Nofs is interested in introducing this legislation in early 2006.

The Stable Funding Work Group has continued its work on alternative funding for 9-1-1. The group is looking at a two-tiered system based on a per-device that can access 9-1-1. The first tier would be a single-same amount statewide surcharge on all access that would fund the network, a baseline amount for PSAPs, training/training standards, state 9-1-1 office, and possibly network upgrades to move to an IP-based 9-1-1 system. The second tier would be an optional county-based surcharge with two levels: a county commission-imposed and a county-ballot consent surcharge. Lt. Colonel Miller briefly discussed this issue with Representative Nofs, but more research needs to be done. If the members would like to discuss this or have ideas, they are to contact Ms. Miller-Brown.

#### POLICY SUBCOMMITTEE REPORT

The Policy Subcommittee met on December 6, 2005 to review the concerns over endorsements and sponsorships. This was raised at a previous ETSC meeting regarding a presenter at a conference that distributed information and noted the information was supported by the ETSC. The proposed policy would indicate that the ETSC may choose to directly sponsor educational events, but the opinions expressed by the presenters are not necessarily the opinion of the

ETSC. The second part of the proposed policy discusses funding – the ETSC may occasionally provide funds for participants or agencies to attend educational events which are not endorsed by the ETSC. Mr. Dale Berry made a **MOTION** to accept this policy as an addition to the ETSC bylaws. Tpr. Moorman supported. Following discussion with members, a roll call vote was taken.

Yes – For	No - Against	Absent
Hunt	Bawol	Temple
Berry	Benedict	Hufnagel
Crawford	Miller	
Berenbaum	Hull	
	Buczek	
	Nystrom	
	Hoffman	
	Charon	
	Trinka	
	Kearney	
	Gribler	
	Moorman	
	Hensel	
	Fayling	
	Loeper	

Sheriff Gribler referred this document back to the policy committee for changes in the language. Mr. Berry also noted that his committee has not discussed the issue of wireless call accuracy testing draft language but will take this up at the same time they update the proposed policy and present a report to the committee at the March 21, 2006 ETSC meeting

#### CERTIFICATION SUBCOMMITTEE REPORT

##### **A. Update on County Compliance Reviews**

Mr. Charon reported that the final reports from the reviews on Isabella and Leelanau counties are in draft form and will be finalized for the March 21, 2006 meeting. The Kent County Compliance review is in progress. The site visits are scheduled for January 2006.

##### **B. Certification of Counties**

The Certification Subcommittee has reviewed the most recent information. Mr. Charon made a **MOTION** that the ETSC certify 82 counties plus 4 Wayne County Service Districts. Mr. Nystrom supported. The **MOTION** carried.

Mr. Charon recently discussed the activities in Gratiot County. They are building a new communications center with new equipment. Ms. Miller-Brown has been in contact with Mr. Mark Duflo, Director of Gratiot County Central Dispatch, regarding Phase II compliance and timelines related to the compliance. Mr. James Fyvie and Ms. Suzan Hensel volunteered to visit the center and work with Mr. Duflo to assist in mapping issues and other issues pertaining to becoming Phase II compliant by December 31, 2005. Mr. Charon thanked Mr. Fyvie and Ms. Hensel for their efforts in this task.

##### **C. Recommendation by-request compliance review-Gladwin County**

The Certification Subcommittee has received a request for a “by-request” compliance review from Gladwin County Sheriff Michael Shea. The Sheriff outlined reasons for this request in his letter. Mr. Charon made a **MOTION** to recommend the ETSC approve a by-request compliance review of Gladwin County. Mr. Fayling supported. The **MOTION** carried.

**D. For Cause Compliance review – Alpena County**

The Certification Subcommittee has received information that leads them to believe a for-cause review should be performed on Alpena County. The information revolves around cost allocation and implementation issues. The subcommittee will be scheduling a review of Alpena County in 2006.

**E. Phase II update**

Mr. Charon noted that 91% of counties are receiving wireless service. This does not necessarily mean that all of their providers are up, but that they are receiving wireless from at least one provider.

Mr. Andy Goldberger noted that Cass County has been receiving wireless service. The State 9-1-1 Administrator's office has not received this information, but when they do it will be so noted.

**EMERGING TECHNOLOGY SUBCOMMITTEE REPORT**

**A. Model VoIP Deployment**

Mr. Fayling discussed a draft "Model" for VoIP deployment in the State of Michigan. Mr. Bob Currier of Intrado discussed the processes that are currently in place by TCS and Intrado. It requires a wireless call delivery format. It uses the XY coordinate that processes VoIP. One requirement is a geographic shape file for each single ESN. To date nothing has changed, discussions being held across the county. Discussions currently taking place at present proposing the deployment process that would ask the PSAP to have a single VoIP ESN for calls to route based on that ESN. The MSAG address and ESN would be stored in a database. The call in front of the calltaker would then have address info and perhaps not require shape files. This is being discussed for feasibility.

Mr. Fayling recommended that "1c" on the draft document be changed to note that submission of shape files will have to be provided. Ms. Miller-Brown then recommended that "E" on the document note upon available technology. Mr. Fayling recommended the title be changed from Model to Guide and also to change "C" to indicate if VoIP ESN is used, the word landline needs to be removed.

Mr. Steve Berenbaum expressed concern this issue may be moving too fast, that perhaps additional discussion should be held after the first of year. Mr. Fayling explained this is a guideline for VoIP deployment, not a mandate. Ms. Miller-Brown noted this document is a model for the PSAPs and other involved parties so that all can use the same framework. Ms. Hensel noted this is much like the model for wireless deployment that was developed. Mr. Chris Mizera, representative from Vonage, discussed that a model is provided through TCS and that they have not sought out cost recovery from PSAPs thus far. Mr. Mizera has not heard of any other state putting together a model of deployment. Mr. Charon commented that he is glad to have the direction as a PSAP director. If no model, there could be problems with deployment.

Mr. Fayling made a **MOTION** to accept this guideline and post it on the ETSC website. Ms. Hensel supported. Following additional discussion with members, a roll call was taken and the **MOTION** carried.

Yes- For	No-Against	Abstain	Absent
Bawol	Berenbaum	Hensel	Temple
Miller	Kearney		Hufnagel
Hull			
Buczek			
Hunt			
Nystrom			
Berry			
Hoffman			
Crawford			
Charon			
Trinka			
Gribler			
Moorman			
Fayling			
Loeper			

#### **B. Update on VoIP deployment in Michigan**

Ms. Miller-Brown discussed the recent activities and situations she has encountered during the VoIP deployment in Michigan.

### **DISPATCHER TRAINING SUBCOMMITTEE REPORT**

#### **A. Update on 2006 Dispatcher Training application mailing**

Tpr. Moorman noted the Dispatcher Training application packet was mailed out on November 28, 2005 with applications to be returned to the State 9-1-1 office no later than 4:00 p.m. February 3, 2006.

#### **B. Dispatcher Training Standards**

Tpr. Moorman updated the members that a dispatcher Training Standards work group has been formed with 6 members total - 2 each to represent PSAP directors, first line supervisors and telecommunicators. The next meeting will be Thursday January 5, 2006. The workgroup was developed to recommend to the dispatcher training subcommittee a minimum set of training standards for dispatchers and telecommunicators. This will be a fast moving group with many meetings as this will take some time to develop.

#### **C. Appeal of Training Fund use**

Ms. Pam Matelski, MSP Communication Section Manager, presented an appeal on the use of training funds by MCOLES 302 eligible personnel. Ms. Matelski originally made a request to the Dispatcher Training Subcommittee in September 2005 as it relates to MCOLES officers use of wireless training funds to attend ETSC approved courses. At the September ETSC meeting, the Allowable/Disallowable training fund expenditure list was amended to include "MCOLES and MCOTC fund eligible personnel are not eligible for this fund."

Ms. Matelski is again requesting that MCOLES officers have access to the use of wireless funds to attend ETSC approved courses. She does not want to change the FTE count, but to be able to have discretion over how the monies are spent once the monies are received.

Tpr. Moorman made a **MOTION** that the ETSC overturn their decision of September 19, 2005 as it relates to Ms. Matelski's appeal and to remove the statement under the Training Disallowable

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Surcharges – Salaries and Travel Expenses that MCOLES officers are not eligible for this fund. Mr. Nystrom supported. The **MOTION** carried.

#### **STATE 9-1-1 ADMINISTRATORS REPORT**

Ms. Miller-Brown recently made a presentation to representatives from Baraga County regarding cost scenarios for Enhanced 9-1-1 for the county. The 9-1-1 board voted to bring the issue to the commissioners on December 12 to begin moving ahead with E9-1-1 for the county. (Note: The Baraga County Commissioners postponed the December 12 meeting so the decision was not available at today's meeting).

The State 9-1-1 office has completed the preliminary steps to begin a pilot program for the electronic submission for the ETSC training forms. There are seven PSAPs that will be the 2006 trial sites. This new system will allow for the training application forms to be submitted with the requisite data along with the three signatures needed for application.

#### **PUBLIC COMMENT**

Tpr. Moorman would like the ETSC members to visit the MCOLES website. There are individual photos of each member of the commission and who they represent. He would like to see something similar on the ETSC website. Tpr. Moorman will discuss further at the March 21, 2006 meeting.

#### **NEXT MEETING**

Sheriff Gribler advised the members that the next meeting is Tuesday March 21, 2006. Arrangements are being made to possibly hold this meeting at the National Guard Armory in Lansing, Michigan. Sheriff Gribler also reminded the members that a photo of the ETSC members will be taken immediately following today's meeting. He also thanked NENA for the refreshments for today's meeting.

#### **ADJOURN**

The meeting adjourned at 12:20 p.m.